



# TOWN OF ELLINGTON

55 MAIN STREET • P.O. BOX 187  
ELLINGTON, CONNECTICUT 06029-0187

[www.ellington-ct.gov](http://www.ellington-ct.gov)

TEL. (860) 870-3120

TOWN PLANNER'S OFFICE

FAX (860) 870-3122

## **ECONOMIC DEVELOPMENT COMMISSION REGULAR MEETING MINUTES AUGUST 14, 2013**

**PRESENT:** Chairman Sean Kelly, David Hurley, Stanislav Moline and Alternate Donna Resutek

**ABSENT:** Vice Chairman Chris Todd, Gilbert Gamboa, Stefanie Cunningham

### **STAFF**

**PRESENT:** Lisa Houlihan, Acting Town Planner and Recording Secretary

### **I. CALL TO ORDER:**

Chairman Kelly called the EDC meeting to order at 7:02 p.m.

### **II. PUBLIC COMMENTS: NONE**

### **III. NEW BUSINESS: NONE**

### **IV. UNFINISHED BUSINESS:**

#### **1. Report: C-PACE Program (Commercial Property-Assessed Clean Energy)**

Lisa Houlihan, Acting Town Planner, reported that a representative from CEFIA (Clean Energy Finance and Investment Authority) previously contacted an array of town officials. Review of the program has been conducted. The town does not support the lien structure nor the process for administering the program.

**BY CONSENSUS THIS ITEM WAS REMOVED FROM THE AGENDA.**

#### **2. Report: Agricultural Initiatives**

**NO MOTIONS OR DECISIONS**

#### **3. Report: Business Directory**

Ms. Houlihan stated that the comments raised by the Commission during the last meeting were presented to WebQA. As a result, the draft Services Agreement (Agreement) was revised and forwarded to the Town Attorney. He has reviewed

the draft Agreement and provided additional comments. The latest draft is under review.

The Commission discussed current business lists and the importance of obtaining an up-to-date database, including email addresses. This information is needed to kick-off the on-line directory and can be used to strengthen communications with local businesses for other initiatives. The Commission discussed sources to assist with obtaining current information and suggested that staff seek assistance from Rise Above.

The Commission would like WebQA marketing material to include a QR code. Given that the agreement is still under review, there is insufficient time to post an announcement in the September Ellington Connection.

Levels of service were discussed.

Timing of signing the contract and implementation of the program was discussed. The Commission would like to have the program online by November.

#### **NO MOTIONS OR DECISIONS**

##### **4. Report: Business Surveys and Site Visits**

Nothing to report, at this time.

#### **NO MOTIONS OR DECISIONS**

##### **5. Report: Tax Incentive Programs**

Nothing to report, at this time.

#### **NO MOTIONS OR DECISIONS**

##### **6. Report: Current Economic Activity**

Ms. Houlihan stated that Escientia Life Science, a bio-tech and research and development lab, withdrew its application to locate at Industrial Drive. Instead of leasing space, they chose to purchase and found a location in South Windsor.

Ms. Houlihan reported that a new hair salon opened at 100 West Road; that a new restaurant (Hidden Still) will open in the former Lapri Burger and Anytime Fitness will soon be occupy space at 89 West Road. She also noted that Earthlight (adjacent to Bolles) and Zahner Dental are expanding their existing space. The Planning Department received an inquiry this week from a couple interested in opening a brewery with auxiliary direct customer sales in town. Staff has provided information regarding potential locations and details on land use permitting.

## **NO MOTIONS OR DECISIONS**

### **IV. ADMINISTRATIVE BUSINESS:**

1. Approval of the June 12, 2013, regular meeting minutes.

**MOVED (HURLEY), SECONDED (MOLINE) AND PASSED UNANIMOUSLY TO APPROVE THE JUNE 12, 2013 MEETING MINUTES AS WRITTEN.**

2. Correspondence:

- a. CCM 2013 Annual Convention, October 2, 2013.  
Commissioner Hurley noted his attendance to past CCM Annual Conventions on behalf of his employer. The Convention is typically well attended by local officials.
- b. Northeastern Economic Developers Association (NEDA), annual conference, September 8-10.

### **SO NOTED**

Commissioner Hurley inquired about the status on the Route 83 Corridor Study. Ms. Houlihan noted that Planimetrics has been chosen as the consultant and the Scope of the study has been defined. He noted the economic importance for developing Route 83 and stressed the need for the Commission to be involved with the study as key stakeholders. The Commission concurred.

### **IV. ADJOURNMENT:**

**MOVED (HURLEY), SECONDED (KELLY) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:20 P.M.**

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Lisa Houlihan / km".

Lisa Houlihan, Acting Town Planner, Acting Recording Secretary